

Data Working Group

From: Flor Miranda

Date: 14/11/2018

Time: 15:30 – 17:00

Location: Ofgem – Meeting Room 1.16

1. Present

Chair: Tony van Uden, Ofgem (TvU)

Christopher Preddy, SSE (CP)
Colin Bezant, PwC (CB)
David Addison, Xoserve (DA)
Flor Miranda, Ofgem (FM)
Ian McNally, DCC (IM)
Komal Brown, Scottish Power (KB)
Martin Hewitt, UK Power Networks (MH)
Nicola Garland, Ofgem (NG)
Paul Gath, Electralink (PG)
Rachel Clark, Ofgem (RC)
Richard Thow, Scottish Power (RT)

Phone

Adam Iles, Centrica (AI)
Andrea Varkonyi, First Utility (A V)
Andy Baugh, Npower (AB)
Andy Boojers, DCC (ABo)
Andy Little, Npower (AL)
Brendan McGarry, Gemserv (BM)
Carl Whitehouse, First Utility (CW)
Chris Warner, Cadent Gas (CWA)

Daniel Tadicicco, St Clement (DT)
Derek Clark, CNG (DC)
Elaine Carr, SP Energy (EC)
Erick Fowler, Association of Meter Operators (EF)
Hannah Margetson, BUUK Infrastructure (HM)
Hazel Cotman, UK Power Networks (HC)
Jonathan Hawkins, Utility Warehouse (JH)
Radhika Kalra, E.On (RK)
Karen Lee, Utiligroup (KL)
Kim Long, GTC (KL)
Kundan Singh, Npower (KS)
Leanne Yates, Northern Powergrid (LY)
Lee Foster, Xoserve (LF)
Lindsay Biginton, Utilita (LB)
Matt Townson-Jones, Ovoenergy (MTJ)
Matthew Cleveland, (MC)
Michelle Whittington, EDF (MW)
Neil Hall, Npower (NH)
Paul Bedford, Opus Energy (PB)
Sarah Jones, Electralink (SJ)
Tracey Pitcher, Western Power (TP)

2. Background and Context - Tony van Uden (Ofgem)

TvU welcomed and introduced the Data Working Group (DWG) commenting that this is the first time that a joint forum of electricity and gas is established for looking into data, in order to coordinate efforts to keep a flow of information on where the data issues are, track progress and ensure quality data is fit-for-purpose to be migrated.

These meetings will aim to create an early plan to start delivering the activities Ofgem has requested industry to execute over the past months via a numbers of letters, with the purpose of encouraging improvement in data quality, given the existing issues that have already been reported.

3. Terms of Reference - Tony van Uden (Ofgem)

The Terms of Reference were reviewed and several clarification/amendments agreed. Attached is the revised version (changes are highlighted in yellow) for your information.

Action: To review and confirm agreement with the revised version of the DWG's ToRs. **Person:** All. **By:** 23/11/2017.

4. Data Landscape Review – Colin Bezant (PwC)

The presentation focused on the recommendations provided in the report and circulated prior to the meeting (see attached Data Landscape Report, slides 12 to 20)

Ofgem remarked that data cleansing has to be done by the time the DBT phase starts and encouraged the attendees to focus on doing corrections to data and not to delay because they are difficult, or because they are less important than others activities. To approach Ofgem as soon as any issues are identified that prevent, or hinder, delivery of data cleansing activities to agreed deadlines.

A party enquired whether there was a plan to define, prioritise and follow up the progress of the activities to execute the data cleansing. Ofgem confirmed we will provide a clear picture of the objectives and activities to be achieved (see Item 5 of this minutes).

Action: Attendees are welcome to submit queries and comments to the recommendations listed in the report via email to the Switching PMO mailbox (switchingpmo@ofgem.gov.uk). **Person:** All. **By:** 29/11/2018.

5. Next Steps: Principles for Data in the Programme and Planning – Tony van Uden (Ofgem)

TvU presented the spreadsheet circulated prior to the meeting in which is consolidated the activities Ofgem requested the industry to undertake in preparation to the data migration into a new Central Switching Service (CSS) and that are contained in the letters send out between February and September 2018. He also prompted the attendees to provide feedback on the progress of these actions and their plans to resolve the data issues before next meeting in order to open a discussion on prioritisation.

Action: Ofgem to review the content of the spreadsheet to ensure clarity on the activities to be undertaken by each party before circulating it to the industry. **Person:** TvU. **By:** 29/11/2018

Action: To provide feedback on the progress of the activities listed on the spreadsheet submitted by Ofgem. **Person:** all. **By:** 26/11/2018.

A party observed that the discussion should also be addressed towards identifying the root causes of data problems in order to avoid generation of new data issues once the migration into the CSS is conducted.

6. Any other business

Plan: A party remarked that is necessary to have a plan that clearly identify the milestones and high level activities to be developed by the industry from now to June 2019.

Meeting timing: see below.

7. Date of next meeting

It was agreed that next meetings will last a half-day session and that a meeting will be schedule before the year's end. Frequency of the meeting will be agreed on next meeting.

Next meeting: Monday December 3rd, 2018 from 10:00 am to 2:00 pm in DCC's premises (2nd Floor, Ibex House, 42-47 Minories, EC3N 1DY).